

## Message Text

UNCLASSIFIED

PAGE 01 AMMAN 02888 301437Z

43

ACTION NEA-09

INFO OCT-01 ISO-00 EB-07 /017 W  
----- 108526

R 301324Z APR 75  
FM AMEMBASSY AMMAN  
TO SECSTATE WASHDC 4514  
INFO USDOC WASHDC

UNCLAS AMMAN 2888

DEPT PLS PASS ALL NEAR EASTERN AND SOUTH ASIAN DIPLOMATIC POSTS

E.O. 11652: N/A

TAGS: BR BTRA, JO

SUBJECT: LOCAL WORK WEEK

REF: STATE 093486

1. A. STANDARD WORKWEEK FOR GOVERNMENT OF JORDAN OFFICES  
IS 9:00 AM TO 2:00 PM, SATURDAYS THRU THURSDAYS.
- B. STANDARD WORKWEEK FOR LOCAL BUSINESS FIRMS AND OFFICES  
IS 8:00 AM - 1:30 PM AND 4:00 PM - 7:00 PM SATURDAYS  
THRU THURSDAYS. DURING WINTER MONTHS, OFFICES USUALLY  
CLOSE EARLIER IN EVENINGS, AROUND 6:00 PM. MANY  
OFFICES ALSO CLOSED SUNDAY AFTERNOON.
- C. EMBASSY WORKING HOURS ARE 8:00 AM - 4:30 PM, SATURDAY  
THRU WEDNESDAY, WITH FULL 2-DAY WEEKEND THURSDAY AND  
FRIDAY. EMBASSY OBSERVES ALL LOCAL AND U.S. NATIONAL  
HOLIDAYS, LISTS OF WHICH SHOULD ALREADY BE ON HAND IN  
THE DEPARTMENT.
- D. EMBASSY COMMERCIAL OFFICES, WHICH HAVE RECENTLY  
BEEN RELOCATED IN DOWNTOWN AMMAN, WORK 8:00 AM  
-2:30 PM, SATURDAY THRU THURSDAY, CLOSELY  
PARALLELING LOCAL BUSINESS HOURS.

2. REQUEST YOU ADVISE BUSINESS VISITORS TO JORDAN THAT  
GOVERNMENT OFFICIALS ARE INACCESSIBLE ON FRIDAYS, AND  
DIFFICULT TO SEE ON THURSDAYS UNLESS APPOINTMENTS ARE  
SCHEDULED WELL IN ADVANCE. BEST APPOINTMENT TIME FOR  
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GOVERNMENT IS MORNING HOURS BETWEEN 9:00 AM AND 1:00 PM.

3. LOCAL BUSINESSMEN ARE MUCH MORE READILY AVAILABLE  
AND APPOINTMENTS USUALLY CAN BE SECURED WITH LITTLE ADVANCE  
NOTICE, EXCEPT OUTSIDE OF WORKING HOURS, WHEN MORE ADVANCE  
NOTICE IS REQUIRED.

SUDDARTH

NOTE BY OC/T: NOT PASSED ABOVE ADDRESSEES.

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NNN

## Message Attributes

**Automatic Decaptioning:** X  
**Capture Date:** 01 JAN 1994  
**Channel Indicators:** n/a  
**Current Classification:** UNCLASSIFIED  
**Concepts:** n/a  
**Control Number:** n/a  
**Copy:** SINGLE  
**Draft Date:** 30 APR 1975  
**Decaption Date:** 01 JAN 1960  
**Decaption Note:**  
**Disposition Action:** n/a  
**Disposition Approved on Date:**  
**Disposition Authority:** n/a  
**Disposition Case Number:** n/a  
**Disposition Comment:**  
**Disposition Date:** 01 JAN 1960  
**Disposition Event:**  
**Disposition History:** n/a  
**Disposition Reason:**  
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**Executive Order:** N/A  
**Errors:** N/A  
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**Review Authority:** ShawDG  
**Review Comment:** n/a  
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**Review Date:** 21 NOV 2003  
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**Secure:** OPEN  
**Status:** NATIVE  
**Subject:** LOCAL WORK WEEK  
**TAGS:** BTRA, BR, JO  
**To:** STATE  
**Type:** TE  
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